

**WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS
November 8, 2017, 9:00 a.m. - BCC Meeting – Commission Board Room
1331 South Blvd., Chipley, FL 32428**

DISTRICT 1 Alan Bush	DISTRICT 2 Charles Kent	DISTRICT 3 Tray Hawkins Chairman	DISTRICT 4 Todd Abbott Vice-Chairman	DISTRICT 5 Steve Joyner
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I. PROCLAMATION – Deputy Ricky Thompson

- A. Call to Order – Chairman Kent
- B. Invocation/Pledge – Jeff Massey, County Administrator
- C. Reorganization – Jeff Carter, Fuqua, Milton, and Carter P.A.,
Attorneys at Law

Commissioner Bush offered a motion to appoint Charles Kent chairman.
The motion failed to carry for lack of a second.

Commissioner Abbott offered motion, seconded by Commissioner Joyner and unanimously carried to appoint Tray Hawkins chairman.

Commissioner Joyner offered a motion, seconded by Commissioner Kent and unanimously carried to appoint Todd Abbott vice-chairman.

The Washington County Board of County Commissioners met on the above referenced date with the following members present: Commissioners Bush, Kent, Hawkins, Abbott, and Joyner.

Also attending the meeting are as follows:

Jeff Massey, County Administrator

Jeff Carter, Fuqua, Milton, and Carter P.A., Attorneys at Law

Lora C. Bell, Clerk of Court

Risha Brantley, Deputy Clerk

- II. PUBLIC HEARING – Steve Cramer, Planner addressed the board in reference to a proposed wireless communication tower located at 3290 Ross Carter Lane. The applicant is Capital Telecom Holdings, agent Mattaniah Jahn, and owners Mr. and Mrs. Jerry Brunson.

The applications include a special exception, development review, which is a site plan application, and a variance to use the existing vegetation instead of a new landscape buffer.

The land use is agricultural, which allows towers with the approval of a special exception. The property is 21.2 acres. The applicant is leasing 10,000 square feet of a quarter of an acre on the property.

They have an easement off of Ross Carter Lane. The tower will be 255' tall. The variance is to use vegetation on the property as opposed to planting a new buffer. Notice was provided in the newspaper and certified mailings were sent to the adjacent property owners as well as a sign on the property. A neighborhood meeting was held September 19 with two owners attending who spoke on the need to grade Ross Carter Lane. No other comments have been received by staff.

Staff findings include the standards for special exceptions have been met as well as the variance. There are two conditions recommended, which are 1) a letter from Water Management about on-site retention to exempt that requirement and 2) reserve antenna and cabinet space for the county's emergency services.

Staff recommends approval of both conditions.

The planning commission held a hearing on October 3 and also recommends approval of the same two conditions.

Mattaniah Jahn, 800 Tarpon Woods Boulevard, Suite E-1, Palm Harbor, Florida 34685 addressed the board in reference to the tower application, providing the board a description of the property location per exhibit A1.

Chairman Hawkins questioned if the setbacks were met.

Steve Cramer advised that it is all on private property and it meets the setbacks.

Chairman Hawkins questioned if vegetation would be planted on the north and east side of the tower.

Mattaniah Jahn advised their request was for relief from vegetation; from planting requirements in all directions.

Mattaniah Jahn requested the board approve the tower as recommended by the planning commission and staff with the conditions of approval.

Charles Suggs, 4112 Fairbanks Drive, Chipley expressed concern about fencing and the upkeep of the road.

III. ADOPT THE AGENDA –

Chairman Hawkins moved the wireless communications under the FDOT easement and added Sheriff Crews to the agenda.

Commissioner Bush offered a motion, seconded by Commissioner Abbott and unanimously carried to approve the agenda.

IV. ADOPT PREVIOUS MINUTES –

October 11, 2017 Board Meeting

November 2, 2017 Special Board Meeting

Commissioner Abbott offered a motion, seconded by Commissioner Kent and unanimously carried to approve the above referenced minutes.

V. NON-AGENDA AUDIENCE - Effective October 1, 2013, Florida Statute 286.0114 mandates that “members of the public shall be given a reasonable opportunity to be heard on a proposition before a Board or Commission.” Each individual shall have three (3) minutes to speak on the proposition before the Board.

Robin Aydlette, 3409 Sally Road, Chipley expressed disapproval of the rezoning on Sally Road.

She advised the board that she was not informed since she was not in the designated distance.

She requested that the six residents that reside there be informed of future meetings regarding that property, although they are not in the 300' requirement to be informed.

Chairman Hawkins requested Steve Cramer contact the residents in that area when the development order is brought back up.

Steven Cramer confirmed that would be done.

Jerry Freeze, 3379 Yvonne Drive, Chipley advised the board that she was not contacted and she is 268' from it. She expressed concern about the impact the trucks would make on the road and also the sound of the business.

Chairman Hawkins advised that he, County Administrator Massey, and County Attorney Carter will meet with her.

Mike Ross, 302 Wysteria Lane, Chipley addressed the board in reference to the depth of the well.

Chairman Hawkins advised that aspect is directed by Water Management.

VI. CONSENT AGENDA

- A. Request approval for the Clerk of Court to pay vouchers for October 2017 totaling \$1,967,333.43.

Commissioner Kent offered a motion, seconded by Commissioner Joyner and unanimously carried to approve the consent agenda.

VII. AGENDA ITEMS

- FDOT Easement – Gene Strickland, Anderson Colombia

County Engineer Knauer advised the board that DOT, HDR, and Anderson are seeking an easement to cross Old Mill Road. It is a discharge from the pond that they are proposing to construct with the Highway 77 improvements.

Gene Strickland, Anderson Colombia advised the board they are currently working on the Highway 77 expansion project. There is an existing pipe under the road in which they are going to remove and install a new pipe. The easement is needed for the department to maintain that pipe after the work is completed.

Jason Barber, Anderson Columbia addressed the board in reference to the requested easement of 55'. The easement will be a maintenance easement.

Chairman Hawkins requested surface on the road to the pipe in order to prevent a maintenance issue.

Gene Strickland and Jason Barber advised yes.

Commissioner Joyner offered a motion, seconded by Commissioner Abbott and unanimously carried to grant the easement.

Gene Strickland advised the board the department engineer will prepare the easement for their signature.

Chairman Hawkins requested the board be considered for the milled asphalt that will come from Highway 77.

Gene Strickland advised that they would make that available.

- Wireless Communication Tower – 3290 Ross Carter Lane – Steve Cramer addressed the board in reference to the special exception, development review, a variance application on 3290 Ross Carter Lane.

Commissioner Bush offered a motion to allow a special use on 3290 Ross Carter Lane for the cell phone tower.

Commissioner Bush amended his motion to include special exceptions requested by Steve Cramer.

Commissioner Bush offered a motion, seconded by Commissioner Joyner and unanimously carried to allow a special exception for a cell phone tower to be placed on 3290 Ross Carter Lane with two conditions of approval, which are the board does not require the on-site water retention as required by Water Management District and the second being that tower and cabinet space be provided on the tower for the Washington County Emergency Management.

Commissioner Bush offered a motion, seconded by Commissioner Kent and unanimously carried to approve the development review and site plan for 3290 Ross Carter Lane.

Commissioner Bush offered a motion, seconded by Commissioner Abbott for discussion to waive the vegetative buffer requirement.

Commissioner Abbott confirmed with Steve Cramer that the buffer is pine trees asking when the trees are harvested will there be a replacement.

Steve Cramer advised that it was not considered.

Commissioner Bush expressed concern about an area on the east side. There are five parcels on the east side in which the vegetative buffer would have an impact on.

Chairman Hawkins asked if confirmation had been received from those five property owners that do not want buffers.

Steve Cramer advised that they were sent a letter notifying them of the variance request and there were no comments received from them opposing it.

Chairman Hawkins asked if they had concerns with putting a buffer on each side.

Mattaniah Jahn addressed the board. If the board finds it necessary to provide a buffer on the eastern side they will provide it.

He advised that there is a substantial amount of space between the compound and the eastern property line and there are trees on-site that are providing buffer requirements.

In the event they are required to provide the buffer on the eastern side he requested to use Florida Friendly Landscaping published by the University of Florida.

Chairman Hawkins addressed the motion on the floor.

The board unanimously opposed the motion on the floor.

Commissioner Bush offered a motion, seconded by Commissioner Abbott and unanimously carried to approve the elimination of the vegetative buffer with the exception of the eastern side which will be done with Florida Friendly Vegetation.

- Highway 79 Corridor Technical Assistance Grant – Ted Everett, Chairman, Project 79 Planning Committee requested board approval to allow the West Florida Regional Planning Council to write a technical assistance grant specifically for the corridor, which is defined as the overlay map, which is in use.

There will be no cost to the county or the City of Bonifay if it is achieved.

Holmes County and Bonifay have already approved the request

Commissioner Bush offered a motion, seconded by Commissioner Abbott and unanimously carried for approval to allow West Florida Regional Planning Council to write a technical assistance grant for the corridor.

Ted Everett confirmed with Chairman Hawkins that a letter from the county would be helpful.

Chairman Hawkins called a recess at 9:45 a.m. The meeting was called

back to order at 10:09 a.m.

- Budget Amendment – Sheriff Crews – Tiffany Stevenson addressed the board in reference to their budget amendment for the sheriff’s office and E-911. The total budget amendment is \$138,674.27. \$683.92 was submitted back to the board.

Commissioner Abbott offered a motion, seconded by Commissioner Kent and unanimously carried to approve the sheriff’s budget amendment.

Commissioner Kent offered a motion, seconded by Commissioner Joyner and unanimously carried to approve the E-911 budget amendment.

- Annual Plan of Service – Renea Rountree, Library Director requested board approval of the annual plan of service which is a requirement for the state aid grant.

Commissioner Abbott offered a motion, seconded by Commissioner Kent and unanimously carried to approve the annual plan of service for the library.

- Canvassing Board Appointees – Carol Rudd, Supervisor of Elections

Commissioner Bush offered a motion, seconded by Commissioner Abbott and unanimously carried to appoint Commissioner Hawkins to the canvassing board.

Commissioner Abbott offered a motion, seconded by Commissioner Kent and unanimously carried to appoint Commissioner Joyner as the alternate for the canvassing board.

- Voting Precinct Reduction – Carol Rudd, Supervisor of Elections addressed the Board. Washington County currently has sixteen polling places, proposing to reduce that number by three, but preferably four.

A budget cut of \$16,600.00 from the 17/18 budget has caused things to be tight.

Early voting and voting by mail numbers are increasingly popular. Due to this reason it makes economic sense to proceed with reducing

precincts.

Voting precincts proposed to close include the following:
Courts of Praise - \$3.89 per ballot cast on Election Day
Shepherds Gate - \$4.13 per ballot cast on Election Day
Recycling Center – In excess of \$7.00 per vote cast
Country Oaks Church - \$3.91 per ballot cast

There are some costs per ballots that are among the highest but it was taken into consideration where the voters would have to be relocated.

The voters at the recycling center would be relocated to Wausau.

It will be determined if Courts of Praise voters will be split between four and Vernon. Some could be sent to Orange Hill.

County Administrator Massey questioned Greenhead, which will be taken out by Highway 77.

Carol Rudd suggested to use combine funds to create a voting precinct/volunteer fire department.

Carol Rudd addressed the board in reference to the need to upgrade voting equipment.

The current contract is \$59,166.00 annually, which was inclusive but is no longer sold through ES&S.

The current contract covers ballot printing up to 15,000 and coding is included.

The new contract will not cover ballot printing or coding.

The proposed cut to the number of precincts will allow the outdated equipment to be replaced with modern capable tabulators at a cost of \$40,586.00 annually.

Ballot printing costs are estimated at \$14,000.00 and coding cost will likely exceed \$5,000.00 for the 2018 cycle.

Chairman Hawkins clarified these cost were included in the approved budget for 2017-2018.

Carol Rudd advised that is correct up to this point.

Commissioner Hawkins clarified that the \$59,166.00 is included in the budget.

Carol Rudd advised that is correct.

Carol Rudd advised the board their server will need to be replaced.

Zack Dunlap, Inspire Technology's Business Development Manager addressed the board. Inspire Technology provides information technology services.

He addressed the board in reference to the elections office being placed underneath critical infrastructure.

An initial assessment has been done of the Supervisor of Elections office. A firewall needs to be in place that allows for secure traffic. The devices need to be upgraded to the most recent windows.

Carol Rudd advised the board that if the precincts are down sized that would allow them to proceed with the contract for the new equipment.

Commissioner Kent clarified with Carol Rudd that the new computers and new server are included in the current budget.

Carol Rudd advised that was included in some of the funds that the board cut. They have purchased one server and a couple of pc's, but they need to do more replacements.

Neither of the servers is up to standards.

Chairman Hawkins clarified that the board cut \$16,677.00 for information technology services. Nothing else was cut.

Carol Rudd requested a \$10,000.00 budget amendment in order to proceed in replacing the other server, pc, and a laptop as well as the service through Inspire, which will be \$200.00 more monthly.

Carol Rudd advised there are no savings on the equipment.

Chairman Hawkins expressed confusion as to why precincts are being cut.

Carol Rudd advised in order to be able to afford the upgraded equipment.

Chairman Hawkins suggested the new equipment was included in the budget.

Carol Rudd disagreed.

Commissioner Kent suggested that the new equipment was included in the budget.

Commissioner Abbott offered a motion to accept the recommendation of the Supervisor of Elections to close four voting precincts, which are Courts of Praise, Shepherds Gate Church, Recycling Center, and Country Oaks.

Carol Rudd advised that the closures are based on many things which include location, cost per vote cast, and where the voters could most easily be accommodated that would be displaced.

Commissioner Joyner seconded Commissioner Abbott's motion for discussion.

Commissioner Joyner clarified for the record that this is for monetary reasons and does not want to make an inconvenience for anybody.

Carol Rudd advised that every voter affected will be notified.

Commissioner Joyner addressed the board that it stems from unfunded mandates.

Carol Rudd advised that voting by mail has increased from prior years.

Commissioner Kent advised that he has an issue proceeding with the motion on the floor without other items being clarified, asking how much is being saved with closing the precinct.

Carol Rudd advised that it is a wash when you reduce precincts because the cost of coding and printing would be added.

Commissioners Kent, Hawkins, Abbott, and Bush along with Carol Rudd held discussion on the Supervisor of Elections budget.

Commissioner Kent advised that the board was under the impression that the budget approved included all precincts remaining open as well as new equipment.

Chairman Hawkins recommended for Carol Rudd and Commissioner Kent to meet in order to get clarification of the budget.

Carol Rudd advised that would be a setback.

Carol Rudd advised that funds for the 16-17 budget were used to purchase some of the pc's.

Commissioner Hawkins suggested to address the budget amendment further in the year.

Clarification was made between Carol Rudd and Commissioner Hawkins that she could proceed with the new equipment because the board previously obligated the funds.

Carol Rudd advised that they need another server, which is \$6,200.00.

Commissioner Kent and Carol Rudd held additional discussion on the Supervisor of Elections budget.

Chairman Hawkins addressed the motion and second on the floor, which is to close a number of precincts.

Chairman Hawkins directed Carol Rudd to come back before the board at the end of the year if she notices a budget shortfall.

Carol Rudd agreed.

Chairman Hawkins brought the board back to the motion on the floor.

Commissioner Kent expressed concern about how much is being saved by closing the precincts.

Commissioner Abbott withdrew his motion to close the four precincts.

Attorney Carter advised to allow the motion to die.

The motion unanimously died with opposing votes from the board.

Chairman Hawkins suggested to table the issue with Commissioner Kent and Carol Rudd meeting to clarify the budget and coming back before the board at the December meeting.

- AFG Grant – Karen Shaw, Grant/Special Project Coordinator requested the board support to applying for the AFG Grant for 2018.

Commissioner Abbott offered a motion, seconded by Commissioner Kent and unanimously carried to approve the application for the AFG Grant.

- Legislative Request – Karen Shaw, Grant/Special Project Coordinator requested approval to submit a local funding initiative request for the Ag center, River, Holmes Valley, and Greenhead Roads.

Commissioner Bush clarified the request as approval to submit four LBR's; Ag center, River Road, Holmes Valley Road, and Greenhead Road in coordination with Water Management District's support.

Commissioner Bush suggested to find out what the lease agreement is on that and what the ability is to make improvements.

Karen Shaw advised that it is a \$1.00 lease from the state.

Commissioner Bush added that it is a 99-year lease. The board does not own it. Provisions need to include allowing the board the ability to tear it down and replace it.

Commissioner Bush advised with those two caveats he will offer a motion to proceed.

County Engineer Knauer advised the board that Water Management District supports the efforts needed. Would the board like to proceed with applying for the 3.6 or seven miles?

Chairman Hawkins advised to make it applicable to what they will fund.

Commissioner Bush requested a letter of support be sent with the LBR.

Chairman Hawkins suggested Bay County enter that as well.

County Engineer Knauer advised that they recognize that they have seven facilities off of Greenhead Road. They have agreed to provide a letter of support but it has to be approved by their board. The letter of support will be submitted after the legislative grant but will be submitted through the same channels.

County Engineer Knauer addressed the board in reference to the Ag Center. There is currently \$300,000.00 going toward the project. The cost has been figured at \$150.00 per square foot putting the cost at \$2,250,000.00 minus the \$300,000.00. \$300,000.00 will have to be added back for an architect and engineers.

Commissioner Bush directed County Engineer Knauer to look at turning the building to a north and south direction on one end of the property.

County Engineer Knauer agreed that there is a better configuration for the building as well as the layout.

Chairman Hawkins addressed Commissioner Bush's motion on the floor.

Karen Shaw suggested ranking the projects.

Commissioner Bush advised to rank the roadway projects in one group and the Ag Center as a standalone.

Commissioner Kent seconded Commissioner Bush's motion, which carried unanimously.

VIII. FEMA COORDINATOR –

- Task Order 12 – Kevan Parker, Wheeler Emergency updated the board in reference to FEMA. The last seventeen request for reimbursement have been submitted, making the total nineteen, with one more remaining to complete.

He advised that he does not foresee going into December to finish the closeouts.

Chairman Hawkins questioned how the funds would be collected that are

in the interest bearing accounts.

Kevan Parker suggested that would be part of the closeout.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner and unanimously carried to approve task order 12.

IX. COUNTY ENGINEER – County Engineer Knauer addressed the board.

- Brickyard Road Striping – As directed striping cost on Brickyard Road from Usery Road out to Highway 77 have been obtained. Guettler and Guettler proposed \$6,445.00 for thermo, with an additional \$490.00 for rpm's. An alternate for only paint is \$3,420.00.

Deputy Clerk Brantley advised that there are funds in public works contingency to cover the cost.

Commissioner Bush offered a motion, seconded by Commissioner Kent and unanimously carried to approve Guettler and Guettler's proposed cost of \$6,935.00, which will be taken from public works contingency.

Discussion was held on striping, and road congestion in the area as well as establishing a funding mechanism by the Commissioners Bush, Abbott, Kent, and Hawkins along with County Engineer Knauer.

Commissioner Abbott addressed County Engineer Knauer in reference to the cost to pave the 6/10 of a mile on Orange Hill Highway to Buckhorn Boulevard.

County Engineer Knauer advised that a quote has not been obtained for the road. It is hard to get a quote for a road like that, which needs the shoulders widened, and earthwork quantities.

Commissioner Joyner advised that the board needs to do some of the prep work.

County Engineer Knauer advised the board that there has to be more information for the contractors.

He confirmed with the board that he would obtain a quote for the survey and would present the board with a quote for doing the design work and the bid package.

Kirkland Road will be shut down starting Monday, November 13.

County Administrator Massey advised the board notification has been provided to the schools, media, and Chipley.

County Engineer Knauer advised that the road would be closed for a week. It is in writing that Florida Gas will pay for all cost associated with it.

X. PUBLIC WORKS SUPERVISOR – Johnny Evans addressed the Board.

- Existing Driveway Permit Fees – There is a \$25.00 fee for existing driveway permits, which he requested be waived. The applicant would obtain the permit and public works would then in turn inspect the location.

Commissioner Bush offered a motion seconded by Commissioner Abbott and unanimously carried to waive the fee.

Johnny Evans advised the delivery of the mixer continues to be on schedule.

Johnny Evans advised that they started a spraying project yesterday.

Johnny Evans advised that he has received quotes on a mini-excavator with the mulching head from Thompson, Beard, and Tractor and Equipment. Caterpillar is currently the cheapest at \$111,658.00 with a \$3,500.00 hydraulic thumb for a 308 Caterpillar Excavator.

The board along with Johnny Evans discussed excavators.

Once the mowing winds down, clean-up jobs will be worked on at the yard.

A pole barn will be built for them to establish a shop for the inmate crews.

XI. COUNTY ADMINISTRATOR – County Administrator Massey addressed the board.

- Sunny Hills Mowing Contract Extension – The MSBU Board voted to extend the contract with Fresh Cut.

Commissioner Abbott offered a motion, seconded by Commissioner

Bush and unanimously carried to extend the contract with Fresh Cut.

- Communication Tower Lease – The RFP closed out Monday, November 6 on the communication tower. There was one respondent, which was Mr. Hall.
- One-Time Non-Recurring Cost of Living Adjustment – One-time cost of living payment to county employees for \$300.00 payable in December, which would include everybody. There is funding available. The total cost is \$61,037.50.

Road and Bridge expense would come out of their budget, the Property Appraiser, and Tax Collector would be sent letters advising of the board's decision.

Commissioner Abbott clarified that the board would be responsible for the board, clerk, and sheriff.

Carol Rudd added the supervisor of elections.

Commissioner Abbott offered a motion, seconded by Commissioner Kent and unanimously carried to approve a one-time non-recurring cost of living payment for \$300.00.

County Administrator Massey advised that the taxes are included.

XII. CLERK – Clerk Bell advised that she would like to schedule a date that the board would like that payable in order to plan ahead.

XIII. COUNTY ATTORNEY – Jeff Carter, Attorney

- Deltona Fountain Lease – The lease in regard to the fountain is currently in the possession of Beth Fisher, Deltona.
- Franchise Agreement – Jeff Carter, Attorney requested approval to proceed with negotiations with Gulf Coast Electric and drafting of an ordinance to bring before the board in December.

Commissioner Abbott offered a motion, seconded by Commissioner Kent and unanimously carried to continue the negotiation and to

draft an ordinance.

County Administrator Massey advised the board he had been contacted by Carol Rudd in reference to some proposed changes at the end of the building where the Supervisor of Elections are located. The request is to change the entryway to route customers differently because of the large number of voters.

County Administrator Massey advised that he would update the board.

- XIV. ADJOURN – **Commissioner Bush offered a motion, seconded by Commissioner and unanimously carried to adjourn.**

Deputy Clerk Brantley

Date Board Approved